

a folio education trust school



COOMBE  
WOOD  
SCHOOL

# Working at Coombe Wood School

Candidate Information Pack



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[www.cws-croydon.co.uk](http://www.cws-croydon.co.uk)

30 Melville Avenue, South Croydon, CR2 7HY

Coombe Wood School is in its fourth academic year since opening. The determination and enthusiasm of both CWS and Folio staff to have an engaged and vibrant body of students working within a £35 million state of the art new school building has now finally come together. This pack is designed to introduce applicants to the ethos, values and high expectations that our students now live out in our new school building every day.

We hope you will find this inspiring and if your educational beliefs are aligned with our vision, your application will be welcomed.

# Welcome from the Headteacher



Dear Candidate,

Welcome to Coombe Wood School and the opportunity to be a part of our demanding but rewarding project.

Having built the school from scratch since 2018 we have been determined to make the most of the unique opportunity to be able to only put into place the things in a school that make a positive difference to students, and nothing else. If it doesn't make a positive difference to the whole child, let's not do it!

We also genuinely believe that core characteristics of successful sports people - Teamwork, Respect, Enjoyment, Discipline and Sportsmanship - are equally characteristics that, when displayed by young learners, will lead to success in the classroom. As a result, the staff here drive our core values every day. They are constant in conversations across every part of the school, whether that be classrooms, extra-curricular clubs, assemblies or corridors.

Successful candidates will join a conscientious, vibrant and growing team of teachers and support staff. We do not talk about 'non-teaching staff' at CWS, we do not have 'non' anything. We are one staff, positive about helping our students to grow each day. My job, and that of our leadership group, is to serve the students and serve you, the staff, and to help protect the most precious thing in our school - the learning environments. That is why we ensure we tour the school every period of every day, to support the staff who are busy owning and running those learning environments.

At CWS we are also passionate about helping you develop your career. CPD is very high on our agenda and the numerous internal promotions and appointments we have already made across the school since opening are testament to the rewards on offer for outstanding performers within our growing school.

I am, in short, looking for passionate team players with the intelligence to recognise what will make the biggest difference to our students and the drive to push that change through whilst focusing relentlessly on our 5 core values.

If having read this overview of life at CWS, you feel your work ethic and educational values are aligned with mine, then I would love to hear from you.

Yours faithfully,

**Mr B Laker**  
**Headteacher**  
**Coombe Wood School**



# Mission Statement



Displaying and developing the human values of teamwork, respect, enjoyment, discipline and sportsmanship in our daily lives, as we journey together towards discovering and reaching our true personal bests.

## TEAMWORK    RESPECT    ENJOYMENT    DISCIPLINE SPORTSMANSHIP

**Teamwork** - children working with their friends, parents and teachers to solve a challenging mathematical problem. Collaboration often leads to better outcomes.

**Respect** - treating others as you would wish to be treated when a mistake is made in carrying out a science experiment. It's ok to get things wrong, as long as you learn from your mistakes.

**Enjoyment** - life moves too fast not to enjoy school. We will encourage all students to take every opportunity on offer and participate to the best of their ability in activities such as a school play or one of the school sports teams.

**Discipline** - structure liberates and so a set of clear expectations for parents, staff and children will ensure our community is organised, positive and collaborative. All of these stakeholders are essential to achieving an outstanding education and parents / carers and students must agree to these expectations through our Home-School-Agreement before they set foot in Coombe Wood School.

**Sportsmanship** - by showing empathy we can intensify our celebration of people's achievements. We can also offer the necessary support to ensure we all reach our personal best together.



## School Context



South Croydon is a combination of mixed housing with leafy suburbs. To meet the local rising demand, CWS opened in the heart of South Croydon in September 2018 to 180 Year 7 students. By adding a new Year 7 cohort every year and opening a 6<sup>th</sup> form in September 2021, it will be catering for years 7-13 by September 2022.

Our year groups are also full to bursting! Following a hugely successful opening period, CWS has received in excess of 1,350 applications for 180 Year 7 places in the last two years. Our two feeder primary schools within the Trust, St Peter's and Park Hill, take up their full allocation of feeder spaces every year and we have a growing number of children of staff attending the school.

The school is located on a beautiful expansive green site opposite Lloyd Park in South Croydon, 150 metres from Lloyd Park tram stop. Beyond the £35 million new-build on our 30-acre site, we still have extensive green space at our disposal with outdoor learning opportunities including amphitheatres, chickens and bee keeping facilities already in place to enrich our students' life skills and experiences. Further details on this are in the facilities section.

Coombe Wood School students walk into lessons alive, engaged, resilient, respectful, empathetic and confident young learners because of positive and personalised Health Related Fitness experiences throughout the school day. They derive from a range of geographic locations and socio-economic backgrounds with a number requiring the specialist support of our Transition Group; this enables them to better access the secondary curriculum. Having worked hard to establish clear expectations, our students are a pleasure to work with.



## Student Experience – Learning



### KS3 and 4 curricular Features

The focus on learning and teaching at CWS is relentless. Whether it be teachers planning exciting lessons, students engaging and working to their very best, parents sending their children to school in stunning uniform after a good night's sleep or indeed the support staff at CWS making sure everything runs smoothly, it is fair to say that many people invest time every day in making our classrooms special places of learning. Our job is to make sure they stay special, every lesson, every day. That is why the leadership group visit every lesson every day and staff benefit from regular learning and teaching development sessions, looking for new ways to improve their teaching styles and techniques.

As part of Folio Education Trust we have adopted many of the curriculum and assessment practices put in place by our partner secondary school, Wallington County Grammar School, to further enhance the outstanding provision we offer to our students.

We do not just have happy students, we have students who are going places and who, as our mission statement says, are given every opportunity to discover and reach their true personal best.

CWS focuses upon three main academic strands which overlap to provide students with a well-rounded education full of opportunity and memorable experiences.

**Strand 1:** Academic Studies (including non-vocational subjects leading to Further and Higher Education.)

**Strand 2:** Sport and Health Related Fitness.

**Strand 3:** Creative and the Performing Arts.

Year 7 provides the necessary support mechanisms to ensure that all students transition from Key Stage 2 to Key Stage 3 with minimal disruption. Student progress during Key Stage 3 is monitored carefully to ensure all students acquire and develop the core skills necessary to make informed choices regarding which strand they are best suited to for GCSE. By the time students are settled into Year 9 they should feel confident in their own ability, be able to choose the right GCSEs or Level 2 BTECs that will be on offer and should be ready for the next stage in school life.



## Sixth Form

Not all students will progress through to Key Stage 5. The Sixth Form pastoral care team will ensure that students are able to make informed choices which will include other Sixth Form Colleges in the area. Our intention is that students do not stay at Coombe Wood School for reasons such as; familiarity, following the decisions of friends, etc. but will make decisions based upon aspirational career progression. For those students who choose to stay, their academic performance at GCSE will be of the highest level matching that of local selective provision. Their progress will be monitored by the school and the relevant targeted intervention applied. For those who choose to leave the school, their destinations will be monitored to ensure they find the right path. We will encourage the expectation that former students will continue to engage with Coombe Wood School to share pathway experiences with younger students. We expect the majority of Coombe Wood Sixth Form students to move into university study in the UK or to access the US College system with the support of the Trust.

At A level as well as at GCSE, CWS will draw and share expertise from its partner secondary school within Folio Trust, Wallington County Grammar School (WCGS), to establish a curriculum offering that is academically strong and challenging where appropriate. This school, with a current Progress 8 score of 0.84 sits in the top three percent of schools nationwide for progress, from which CWS can draw useful experience.

The belief at CWS is in academic excellence for all students, whatever their starting points. We ensure that skilled teaching and excellent pastoral care combine to create outstanding provision for our students. In ensuring progress levels well above national averages and adding value to all students, we will achieve excellent outcomes.

## Lessons at CWS

Students at Coombe Wood School have five, one hour lessons per day. Lessons at CWS should contain the following six strategies, this is what we believe makes an excellent lesson:

1. The big picture and measurable lesson objectives
2. Positive behaviour and environment for learning
3. Differentiation
4. Assessment for learning
5. Outstanding visible progress by all
6. Engagement and enjoyment

Lessons are expected to be clearly planned, the saying 'structure liberates' is very true for teaching and consistency conveys and reinforces expectations for all our students. However, we do not want to 'straight jacket' our teachers. We are looking for a sensible balance between common structure to bring a shape and focus to lessons whilst at the same time never wanting to curb or limit creativity in delivery.

## Pastoral Care – The House system at CWS

We have six houses named after people and places linked to Croydon history. Students and staff are assigned to houses and the arrival of more year groups will create a vertical system bringing the age groups together and fostering healthy competition in creative and performing arts, sports and academic challenges.



**Coombe Wood School is not a 'sports college'.** We are a school that has a relentless focus on Health Related Fitness through our core values - TEAMWORK, RESPECT, ENJOYMENT, DISCIPLINE and SPORTSMANSHIP. We are striving to become the healthiest school in the country.

Every student follows an individual HRF plan, which motivates them to make remarkable HRF progress. This happens in an individual and private way, from the student who has never played sport or even thought about HRF before, to our elite athletes (some but not all of whom may have gained a place via our sporting aptitude assessment,) who are already competing at a high standard of sport outside of school - and everyone in between. With the latest MyZone fitness tracking technology in place, our less confident HRF students can visibly see themselves getting fitter, this is likely to inspire them to want to compete in a chosen sport. Games lessons and after school clubs, all delivered by our professional coaching partners, give them the platform to begin to do this, as do our sporting house competitions.

We are committed to investing in MyZone technology to provide HRF monitoring belts for every student. HRF is not competitive between students; the only competition is each student pushing themselves along. The systems and technology we have in place enables students to see and take inspiration from the progress they are making on a daily basis. We celebrate the HRF progress students make but equally they are not allowed to be passive in this area. Our HRF programme is a real and positive step towards better student well-being, self-esteem, confidence and concentration.



# Facilities



Over £35 million has been invested in a purpose built, state-of-the-art school funded by the ESFA, which includes enhanced sports facilities such as a competition venue within the sports hall for Basketball and Netball, a full-size 3G artificial floodlit football surface, and extensive music and performing arts facilities.

In addition to the sporting facilities, Coombe Wood School aims to be a centre for the Creative and Performing Arts developing close links with other providers and performance venues in the local area. We anticipate that our superb facilities, including music and drama studios, dance/fitness rooms with sprung floors and a recording studio, will encourage our students to participate in their chosen activity in the evenings and at weekends, as well as creating a hub for extra-curricular activities.

# Appraisal, CPD and staff well-being



Staff wellbeing and continuing professional development are priorities at Coombe Wood School. Staff are encouraged through the appraisal system to take ownership of how they structure their professional growth and develop their key areas of interest. In particular, as the school grows there will be ample potential for role development and staff may wish to explore this through their CPD time.

To ensure that internal CPD opportunities are beneficial to staff, a comprehensive CPD programme is run for all staff that includes the unusual feature of nine INSET days in our academic calendar. We offer access to online CPD platforms and bespoke CPD sessions for staff. Staff can also request external CPD across a range of areas.

Additionally, our approach to staff wellbeing has been thought through on a number of levels. The physical and mental wellbeing of all of our staff is important to us. Strategy groups meet regularly in school to discuss staff well-being initiatives, from which our current offering has emerged and will continue to evolve:

- Practical class sizes max 24 / core class sizes max 32.
- Marking policy requires half termly actionable next step teacher feedback for students.
- Homework policy is to set when necessary - there is no HW timetable.
- Cover supervisor employed and some staff deliberately under-timetabled to allow a secondary cover rota to be developed, with Leadership Group used as third line of cover. This means staff only ever used for cover as a fourth option in very extreme circumstances.
- Clear system of HOD / HOY support structures re behaviour management and in addition Leadership Group tour visits every lesson every day not as an observation but to ensure staff are ok.
- All staff offered MyZone fitness technology for free upon joining the school - MyZone fitness groups are growing amongst staff.
- All staff offered use of 'CWS Movement Room' for workouts before / after school.
- Head of Sport offers Friday after school HIIT sessions for staff.
- 9 INSET days throughout the academic year.
- CPD standing agenda item in SDP and significant budget towards this annually. Staff appraisal systems prompt staff to regularly consider what CPD they need to further progress.
- School Counsellor offers staff sessions if desired.

## What the staff are saying:



'First impressions can mean the difference between a yes and a no. The bright new building is impressive, but this is second to the staff who are absolutely committed to each other and the children. Organisation is key in a growing school and the Leadership team do this in a way to ensure the smooth running of CWS.' [TEACHER]

'There's a real team feeling at CWS. Everyone supports each other with a singular goal of helping our students reach their full potential.' [TEACHER]

'The school's well-being program isn't just skin deep, they show a real empathy towards you as a person and you feel part of the team from day one. There are plenty of opportunities for CPD and they support you throughout. Couldn't imagine working anywhere else! [OFFICE STAFF]

'An incredibly warm and welcoming environment, staff and pupils alike are very friendly. The departments are well resourced and allowing you to focus a great deal of time into teaching students. It is a real pleasure to work here.' [TEACHER]

'Coombe Wood is an excellent place to work with great CPD and support for progressing your career. The staff here are very supportive and friendly, where there is a positive 'Can do' spirit. The pupils are polite, well behaved and engage well in their learning.' [TEACHER]

'Having only worked at Coombe Wood School for three weeks, I have found this to be a supportive and welcoming school community to join. This school fosters positive working relationships with pupils in a whole school approach allowing for all staff to nurture pupils in a safe, focused and enjoyable environment. This is a team I love being a part of.' [TEACHER]

'I am so happy to be part of this wonderful dedicated team of educators because the leadership encourages personal development and gives support to help you thrive. You're given opportunities to 'spread your wings and fly' - joining CWS would be the best move you could make as it is a good mix of young minds as well as those with plenty of experience, creating a firm foundation. If you're looking for a diverse team to work with, look no further, CWS has it all.' [LIBRARY MANAGER]

'Here at CWS creativity and taking risks with new ideas is encouraged and you have the support and opportunities to try new approaches that will inspire our Coombe Wood students. All staff, regardless of role, are friendly, helpful and supportive which makes the CWS one of the best schools that I have had the privilege to work at.' [OFFICE STAFF]

'I'd be very happy for my child to be educated here. As a support member of staff, I can honestly say that the teachers, lessons and facilities are simply amazing" [EXAMS STAFF]

'I started my Coombe Wood journey in 2018 and I have never looked back' [CATERING TEAM]

# Application procedure



Please complete the Trust's application form - available for download at [www.cws-croydon.co.uk/career-opportunities](http://www.cws-croydon.co.uk/career-opportunities) and return this with (or including) your supporting statement [careers@cws.foliotrust.uk](mailto:careers@cws.foliotrust.uk)

***PLEASE ENSURE YOUR NAME IS PART OF THE TITLE OF ANY DOCUMENTS YOU SUBMIT. The title of the downloaded application form should be changed and saved to reflect this.***

In compliance with Safer Recruitment Guidelines CVs will not be accepted.

Closing date: As advertised

Interviews: As advertised

Shortlisted candidates will be contacted with details of the interview process. If you have not heard from us within two weeks of the closing date, please assume your application has been unsuccessful.

## **Safer Recruitment**

Folio Education Trust is an equal opportunities employer and welcomes applications from all sectors of the community. We are committed to protecting our students and staff and therefore have a rigorous recruitment process which includes assessing candidates' suitability to work with children. All staff will be required to hold an enhanced DBS Disclosure.

## **Equal Opportunities**

At Coombe Wood School, we believe that all individuals are of equal value and we are committed to equal opportunities for all. All people who work and study in the school have the right to be respected and valued within a safe and secure environment and not to be discriminated against on the grounds of age, class, sex, race, disability, sexual orientation and religion or belief.

The Candidate Privacy Notice can be viewed on the website at [www.cws-croydon.co.uk/career-opportunities](http://www.cws-croydon.co.uk/career-opportunities)

**Coombe Wood School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

# Folio Education Trust - Welcome from the Chief Executive Officer



Dear Candidate,

Thank you for your interest in what is truly an inspirational school which is now entering its final growth stage. Growing and developing continually every day Coombe Wood School (CWS) has ensured it has positioned itself as the most popular school in Croydon and one which now looks forward to securing outstanding progress data at Key Stage 4 and Key Stage 5 over the next few years. You could be part of this ongoing journey and shape the future aspirations of children living in the South Croydon area.

Underpinned by a unique ethos around the importance of Health Related Fitness, participation and its specific core values, the School forms an essential part of Folio Education Trust. Working with and learning from other schools in the Trust such as the 'outstanding' Wallington County Grammar School, CWS hopes to develop stronger collaborative links which will support the professional development of all staff giving them the support and challenge required to offer young people the most amazing learning experience.

The state-of-the-art building coupled with outstanding teaching and learning are a perfect recipe for success and we hope that having researched who we are and what we do, you would like to be part of this exciting journey. Education is not easy and it can often test us as adults who every day seek better ways to support young people and future leaders of tomorrow. I can though guarantee you that working at Coombe Wood School will provide you with every ounce of inspiration and aspiration that you require to reach your own personal best and feel motivated to be a teacher that no-one forgets.

**I hope you are keen to apply and become part of the team.**

Yours faithfully,

**Jonathan Wilden**  
**Chief Executive Officer**  
**Folio Education Trust**



### *What do we believe as an organisation?*

We believe in the power of collaboration and the importance of developing schools who instil ambition and the desire in every staff member and every young person to discover and achieve their personal best, overcoming any challenge they may face. The Trust is committed to the pursuit of excellence, with young people at the heart of everything we do and personal wellbeing prioritised at every stage. We believe in ourselves. We believe in each other.

### *Our Mission and Purpose - why do we exist?*

To provide inspiring and safe places to learn, where young people are respected, their talents nurtured and where they are able to thrive. Folio Schools offer young people the best chance to lead happy, healthy lives and to be responsible, active citizens.

In Folio Schools;

Young people are healthy and happy.

Young people feel safe.

Young people have good relationships.

Young people become active and involved in school life and the wider world.

### *Our Vision and Goals - where will we be by 2025?*

By 2025, we aim to establish a wider family of collaborative Primary and Secondary Schools supporting over 5,000 young people and 500 staff all working towards the following outcomes;

- Goal #1 - We will deliver outstanding educational standards across all Folio Schools ensuring we have the capacity to create a sustainable and collaborative model of school improvement which continually evaluates, develops and celebrates success.
- Goal #2 - We will recognise the rights of all young people ensuring that daily school life gives children the best chance to lead happy, healthy lives and the opportunity to become responsible, active citizens.
- Goal #3 - We will be an employer of choice, providing good people management, transformational leadership and opportunities for all staff to fulfil their potential. We will recognise the importance of investing in staff and focussing upon people's well-being.
- Goal #4 - We will provide a shared services model for all Folio Schools which listens, understands and anticipates the needs of the people that are being served. Through a process of identifying and mitigating risks we will deliver excellent value for money and efficient resource management.



**We Believe in  
ourselves  
We Believe in  
each other**